



**CITY OF SAN BRUNO**

Community Services Department

**MINUTES**

**Parks and Recreation Commission**

**May 15, 2019**

1. **Call to Order/Roll Call:** Chair Palmer called the meeting of the Parks and Recreation Commission to order at 6:30 p.m. Commissioners Present: Chair Palmer, Vice Chair Gonzales, Greenberg, Koshafa, Martinucci, Nigel, Zamattia, and Zastrow. Commissioners Excused: Melendrez. Staff Present: Brewer, Magrini, and Venezia.  
**Introduction of new Student Representative: Nadia Koshafa**
2. **PLEDGE OF ALLEGIANCE:** Student Representative Koshafa led the Pledge of Allegiance.
3. **REVIEW OF AGENDA:** Chair Palmer suggested moving New Business to right after Public Comment and before Unfinished Business due to presentations. **MSC Gonzales/Nigel.**
4. **APPROVAL OF MINUTES:** Minutes from April 17, 2019 were accepted unanimously.
5. **CONSENT CALENDAR:** None.
6. **PUBLIC COMMENT ON ITEMS NOT ON AGENDA:** None.
7. **UNFINISHED BUSINESS:**
  - a. Adopt A Park Agreement Format Update (Verbal)  
**Superintendent Brewer** stated that the Adopt A Park Agreement is now a fillable document. She will email to all commissioners. **Commissioner Gonzales** explained the program.
  - b. Community Day in the Park Update – June 2, 2019 (Verbal)  
**Superintendent Brewer** asked for volunteers from commission to help staff a table about the new Rec and Pool. **Director Magrini** stated that \$9,000 was raised by Community Services in sponsorship money.
  - c. Update Regarding 3.0 Circle Grant Tree Planting Program (Verbal)  
**Director Magrini** stated that 77 people are registered for the 200 trees.
8. **NEW BUSINESS**
  - a. Presentation from City Attorney Regarding the Brown Act and Robert's Rules of Order – City Attorney Marc Zafferano
  - b. Presentation of San Mateo Avenue Streetscape Plan Conceptual Design – Darcy Smith - Community Development Director, Rucha Dande - Associate Planner, and Jacob Tobias, WRT

9. **ITEMS FROM COMMISSIONERS:**

- a. Junior Giants Sign Ups Report  
**Commissioner Greenberg** stated that sign ups were on May 4<sup>th</sup>. Many people had already signed up online. Thank you to the Library and their amazing help.
- b. BASO Lions Basketball Tournament Update  
**Commissioner Greenberg** stated that there were a variety of groups participating and volunteering. Thank you to Community Service Department for allowing the event to happen in the gym.
- c. South San Francisco IPP April 20  
**Commissioner Greenberg** attended. The Circle 3.0 tree program was kicked off with an Arbor Day celebration. A total of 100 trees were planted that day.
- d. Adopt A Park Updates  
**Commissioner Gonzales** stated the new backstop pad was purchase and installed at diamond 3 by San Bruno Youth Baseball. New mound cover was purchased for Tom Lara Field by San Bruno Youth Baseball and San Francisco Seagulls. Agreements are now completed online using interactive pdf form.  
**Chair Palmer** stated that the Seagulls spent a considerable amount of time at Tom Lara Field edging it, cutting back the lip, and reseeding the bases with new base posts.
- e. Park Visit Updates  
**Commissioner Greenberg** visited Buckeye Park. She was impressed with the upkeep and the serenity.  
**Chair Palmer** stated that he and Commissioner Zastrow toured Earl-Glenview Park. The park was busy and they were impressed with City staff's attention to everything.

10. **ITEMS FROM STAFF:**

- a. Park Visit Form Tasks Completed  
**Supervisor Venezia** gave a presentation about improvements made to the parks.

11. **ADJOURNMENT:** With no other business to be conducted, **Chair Palmer** adjourned the meeting at 8:41 p.m.